



ISOLATION ALLOWANCE ELIGIBILITY CLAIM FORM TEACHING STAFF

In accordance with Article 21 – Isolation Allowance, I am claiming:

- a) Single Isolation Allowance
- b) Dependent's Isolation Allowance

In the case of a married/common-law teacher, the spouse must be residing at the isolated post and claimed as a dependent on the teacher's TD-1 form.

Please make note of the following clauses from Article 21 – Isolation Allowance:

- b. In the case of a widow or widower, or a teacher who is divorced or legally separated, a single parent or where the spouse does not reside at the isolated post, there must be one (1) or more dependent (children) under the age of eighteen (18) residing with the teacher at the isolated post, and claimed as a dependents on a form approved by the Division.*
- d. The onus shall be on the teacher to file TD-1 forms upon commencement of employment and immediately upon any change in status. In the absence of a filed TD-1 form, the teacher shall be paid at the single rate and retroactive payments shall not be applicable.. Where teachers have filed an inaccurate TD-1 report resulting in payment of the allowance at a rate higher than required, the teacher shall reimburse the Division for any over-payment.*

I undertake to notify the Payroll Department of any changes that will affect the above declaration, and agree to any adjustments to the amount of Isolation Allowance payable arising therefrom.

Name

Address

Signature

Date